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*Stark County Law Library Association*

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info@starklaw  
library.org really  
works! TRY IT!!**

## **BEGINNERS**

### Family Law in 50 States

The American Bar Association's Family Law Section <<http://www.abanet.org/family/home.html>> has a great source of "Tables Summarizing the Law in the Fifty States" <<http://www.abanet.org/family/familylaw/tables.html>>.

"This is just a small part of the ABA's Family Law Section site, but it has some great information. Here you'll find a set of tables summarizing certain family law issues for all fifty states." <sup>1</sup>

Tables include:

- Alimony/Spousal Support Factors
- Custody Criteria
- Child Support Guidelines
- Grounds for Divorce and Residency Requirements
- Property Division
- Third-Party Visitation
- Appointment Laws in Adoption, Guardianship, and Parentage Cases 2

## **INTERMEDIATE**

### Finding Articles Online

Most legal researchers are familiar with the online services of Dialog <<http://www.dialog.com/>>, Factiva <<http://www.factiva.com/>>, Yahoo's Search Subscriptions <<http://search.yahoo.com/>>

<[subscriptions](http://search.yahoo.com/subscriptions)>, and Google Scholar <<http://scholar.google.com>>. Other sources, particularly in the academic, scholarly and sci-tech areas, that aren't as consistently available in full text through

## INTERMEDIATE Finding Article On-line (Cont)

the fee-based online services are listed below.

- PubMed <<http://www.ncbi.nlm.nih.gov/entrez/query.fcgi?db=PMC>> is probably the most well-known in the medical field. To utilize this resource to its fullest extent be sure to visit Help/FAQ for detailed instructions on searching this vast database. Because most of the articles are in summary format only, be sure to look for links to any available free full text alternatives.
- CiteSeer <<http://citeseer.ist.psu.edu>> and SMEAL-search <<http://smealsearch.psu.edu>> access scientific and business articles respectively. Though neither has very large databases, their asset is the related articles links, which can widen your search results.
- OAIster <<http://oaister.umdl.umich.edu>> is an index to academically-oriented "digital resources" available free from close to 600 libraries and other organizations. These digital resources include images, audio files, reference books, articles from online journals, and electronic books. You can search for any word within the document, or you can limit your search to the document title, author, subject or type of material (audio, video, text and so on).
- Scirus <<http://www.scirus.com>> is another hybrid offering both summaries of scientific/technical journal articles (you can purchase PDF versions of the full text article) and selected science-oriented web pages.<sup>3</sup>
- Windows Live Academic Search <<http://academic.live.com/>>, launched last April by Microsoft, differs from its rival, Google Scholar, in that it "works closely with publishers and uses structured feeds to build its index. As such, all content accessed through the service comes directly from

## INTERMEDIATE Finding Article On-line (Cont)

a trusted source -- namely, the publisher of a scholarly journal." <sup>4</sup>

- For locating law reviews and journals on the Web Wendy Nobunaga from the USC Law Library has compiled extensive lists of journals in the following areas: general law reviews, subject specific law reviews, commercial law journals, foreign law journals, ABA

journals and newsletters, general interest and computing periodicals, and e-journal locating services. Her lists are located at <http://law.usc.edu/library/resources/journals.cfm>.<sup>5</sup>

**You can also contact the library and we will locate articles for you.**

## ADVANCED Metadata, Part II

Before we begin, I'd like to point out that there is metadata and there is metametadata - seriously, there is such a thing! Some metadata is "readily accessible and comprehensible" while others, particularly the metametadata are "so Byzantine and cryptic as to cause even expert computer forensic examiners to scratch their heads." <sup>6</sup> Very few organizations can afford

the caliber of computer geek needed for metametadata, so just know that it is out there and let's concentrate on the more obvious forms of metadata.

First, and most important to remember is that metadata is

the electronic equivalent of DNA, ballistics and fingerprint evidence, with a comparable power to exonerate and incriminate. Metadata sheds light on the



**ADVANCED****Metadata, Part II**

context, authenticity, reliability and dissemination of electronic evidence, as well as providing clues to human behavior.

Metadata can be found in many locations. Some is crucial evidence; some is digital clutter. But because every active file stored on a computer has some associated metadata, it's never a question of whether there's metadata, but what kind, where it resides and whether its potential relevance demands preservation and production.<sup>7</sup>

Let's begin by taking a look at the metadata that is readily available to anyone interested and that might prove embarrassing or worse for your firm. The first and easiest place to look for metadata in a Word document is under "Properties" in the "File" menu. There you will find a pop-up with five tabs containing a wide range of metadata that can be associated with any Word document.

People have been embar-

rassed by nearly all of these items, from revealing that someone outside the firm was the original author of an agreement to showing only a few minutes of actual editing time on a document for which many hours of time was charged for preparation. Again, it's not so much the information itself - it's the context that matters.<sup>8</sup>

To quickly display tracked changes (a mark that shows where a deletion, insertion, or other editing change has been made in a document) or comments (a note or annotation that an author or reviewer adds to a document. Microsoft Word displays the comment in a balloon in the margin of the document or in the Reviewing Pane), click "Markup" on the "View" menu.

"Track Changes" and comments probably are the basis of most potentially embarrassing situations. An opposing party or judge can turn the 'Track Changes' back on in a document after you thought you turned them off. Therefore you simply MUST take the time to

**ADVANCED****Metadata, Part II**

read ALL the information available on track changes and comments in the Help menu and learn how these features work and what precautions to take.<sup>9</sup>

**FOOTNOTES**

- <sup>1</sup> Mighell, Tom. "Internet Legal Research Weekly." Issue 229. 9 April 2006. <<http://www.inter-alia.net/ILRW/Archives/2006/04092006.php>>.
- <sup>2</sup> "Tables Summarizing the Law in the Fifty States." American Bar Association. 9 June 2006. <<http://www.abanet.org/family/familylaw/tables.html>>.
- <sup>3</sup> Bates, Mary Ellen. "Search Tip of the Month." Bates Information Services. January 2006. Bates Information Services, Inc. 9 June 2006. <<http://www.batesinfo.com/tip.html>>.
- <sup>4</sup> Tyburski, Genie. "TVC Alert Research News." The Virtual Chase. 13 April 2006. Ballard Spahr Andrews & Ingersoll, LLP. 9 June 2006. <<http://www.virtualchase.com/tvcalert/transfer.asp?xmlFile=apr06/13apr06.xml>>.
- <sup>5</sup> Shucha, Bonnie. "Law Reviews & Journals on the Web." WisBlawg - From the UW Law Library. 17 May 2006. <[http://www.law.wisc.edu/blogs/wisblawg/2006/05/post\\_6.html](http://www.law.wisc.edu/blogs/wisblawg/2006/05/post_6.html)>.
- <sup>6 & 7</sup> Ball, Craig. "Make Friends With Metadata." Legal Technology. 26 January 2006. Law.com. 15 June 2006. <<http://www.law.com/jsp/legaltechnology/pubArticleLTN.jsp?id=1138183510640>>.
- <sup>8 & 9</sup> Kennedy, Dennis. "The Mysterious World of Metadata." Dennis Kennedy.com. January 2005. (Reprinted 24 Oct 2006). Dennis Kennedy. 13 June 2006. <[http://www.denniskennedy.com/archives/2005\\_10.html#a000891](http://www.denniskennedy.com/archives/2005_10.html#a000891)>.